

City of Lynnwood
PLANNING COMMISSION MEETING MINUTES
December 11, 2003

Commissioners present:

Dave Johnson, Chair
Elisa Elliott
Tia Peycheff
Jacqueline Powers
Donna Walther
Patrick Decker (arrived 8:40 PM)

Commissioner absent:

Brian Bigler

Staff present:

Kevin Garrett, Current Planning Manager
Dennis Lewis, Senior Planner

Others present:

Gary Olsen, Fire Chief
Greg Sieloff, Fire Lieutenant
Rob Bernstein, Consultant
Paul Doherty, EdCC

SUMMARY

December 11, 2003, Meeting Minutes

Appointment – Patrick Decker will remain the Commission's representative to the City Center Oversight Committee. Donna Walther will be the alternate.

Code Amendment Initiation – At the request of Edmonds Community College, the Commission initiated a code amendment process to review the City's off-street parking requirements, as they pertain to colleges, and draft any appropriate changes.

Development Regulations Update – Conducted a work session to discuss problems with various residential zone code requirements and to provide input to staff in drafting amendments for future consideration.



CALL TO ORDER

Chair Dave Johnson called this meeting to order at 7:06 pm.

Senior Planner Dennis Lewis reported that Commissioner Decker had called and would be late. Also, Commissioner Bigler was unable to attend this meeting. All other Commissioners were present.

APPROVAL OF MINUTES

A motion was made and seconded to adopt the minutes of the January 22, 2004 regular Planning Commission meeting. The minutes were approved unanimously.

CITIZEN COMMENTS

No c

COMMISSION MEMBER DISCLOSURES

No Planning Commissioner member disclosures.

PUBLIC HEARING

None scheduled.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

WORK SESSIONS

1. Parking Standards for Colleges:

Planning Manager Hough provided information on a code amendment proposal by EdCC. In attendance was Paul Doherty EdCC, Suzanne Leveroni, EdCC and Rob Bernstein, Transportation Consultant. Mr. Bernstein was present to answer questions on the recent traffic and parking analysis, which he had conducted. According to the analyses, the observed parking demand is 1,595 spaces. However, to fully meet the City's current parking standards, the college may have to add an additional 700 spaces. Three different parking proposals were contained in the staff report and described to the Commission. Paul Doherty answered questions regarding the ILB (Instructional Lab Building), which will be the next major addition to the campus.

Regarding future code issues, Mr. Doherty explained they are aware of possible future parking issues. However, the state's philosophy is changing and they may be able to apply for funds to help out with a future parking structure. They weren't able to do that in the past and parking had to be funded locally.

Mr. Bernstein stated that this code is based on a formula. Full time students/employee versus parking spaces and when the student/employee ratio goes up so will the parking. Mr. Doherty also stated that the school gives out free bus passes to the students who want them and the employees get discounts. They have also increased the carpool parking spaces from last year.

Commissioner Walther asked the EdCC representatives which of the three plans would work out best for the college. Mr. Bernstein responded that the best plan would be the one that is based on the number of day students and full time equivalent staff.

Chairman Johnson disclosed that he is on the board at EdCC and that the City Attorney will be asked to comment on any possible conflict or concerns.

Commissioner Johnson agreed with Mr. Bernstein's assessment of the City's code as "Old School" and in need of a modification so it will better relate to modern colleges and/or vocational schools. He felt the request to ask staff to review the code and draft a code amendment, if necessary, was reasonable.

Staff indicated that a more formal proposal will be ready for a public hearing on January 22nd.

2. Development Regulations – Residential chapters – continued

The Group "A" topics were carried over from the November Planning Commission meeting. Commissioner Peycheff had asked for a change to the Single-family Purpose Statement. Senior Planner Dennis Lewis incorporated her idea into the Purpose Statement.

Mr. Lewis led the Commission through the second part of the Development Regulations and referred to LMC 21.40.100, which establishes the Land Use Zones. The City Council acted on the SF-3 Comprehensive Plan proposal on Monday, December 8, 2003. They approved the addition of a new SF-3 Plan Designation. The Planning Commission has already processed a new High-density Single-family (RSH) zone and recommended it to the Council. Lewis also informed the Commission that the Council, in approving the SF-3 Plan designation, limited its use to only currently existing mobile home parks.

Mr. Lewis brought to the commissions attention LMC 21.40.200, which proposes some very minor wording changes and noted that Section 2140.90 deals with the order of restrictiveness of all the zoning districts.

The Commission generally agreed that the owner of a "lot of record" in a residential zone should be allowed to develop the lot for a permitted use if it can meet other development standards. It was also pointed out that the current code includes a "Minimum Floor Area" which requires a minimum size for a house in the RS-8 zone (900+ sq. ft. on one floor or 1,350 sq. ft. on 2 floors). The need for that requirement was questioned.

The Commission discussed several of the miscellaneous code sections, including "Home Occupations." There was considerable discussion about what can be done reasonably in one's garage (welding, painting, etc.), and whether or not minor auto repairs should be allowed. There seemed to be a need for different rules for single-family and multi-family zones. The discussion concluded with what can be done within excess rights-of-way in neighborhoods and whether or not owners should be allowed to place fences, etc., within the excess ROW.

DIRECTOR'S REPORT & INFORMATION

Community Development Director Cutts reported on recent City Council activities, including the Council's final decisions on the 2003 Comprehensive Plan amendments. The final ordinances will be prepared by staff for adoption by the Council in January, 2004.

Planning Manager Hough briefed the Commission on upcoming meeting agendas.

ADJOURNMENT

Commissioner Bigler, seconded by Commissioner Peycheff, moved to adjourn. The motion carried unanimously, and the meeting adjourned at 9:14 p.m.

Dave Johnson, Chair